

M e m o r a n d u m

Date: October 18, 2010

To: Telecommunications Section
Attention: Captain J. Whiteford

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of Inspector General

File No.: 010.11731.015096

Subject: 2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Telecommunications Section of California Highway Patrol (CHP)-owned telecommunications equipment located at the California Office of the State Chief Information Office (OCIO) Vista Grande remote site, was conducted on March 24, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that Department inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property located at the OCIO Vista Grande remote site was completed by the Property Inspector (PI) on October 14, 2010. Using property records from the appropriate Office(s) of Primary Interest (OPI), the PI selected all items listed under telecommunications (see Attachment C). No property was found under the general inventory control (Attachment B). The PI did not find any discrepancies or any additional CHP-owned telecommunications equipment that was not listed in the appropriate inventory records.

According to the OPI inventory list, the OCIO Vista Grande remote site had a total property inventory population of fifteen items. When comparing equipment recorded on the predetermined property inspection list to equipment located at the Vista Grande remote site, all items were found and inspected.

In accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP internet website, and on the Office of the Governor's webpage, located on the state government website.

Safety, Service, and Security

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The Office of Inspector General would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Senior Management Auditor, Roger Ikemoto at (916) 843-3160.

A handwritten signature in blue ink, appearing to read "Robert Jones", is written over the printed name.

R. J. JONES Captain
Interim Inspector General

Attachments

cc: Assistant Commissioner, Staff
Information Management Division
Office of Inspector General, Audits Unit

ATTACHMENT A

THERE WERE NO DISCREPANCIES
NOTED OR ADDITIONAL
EQUIPMENT FOUND THAT WERE
NOT LISTED IN THE APPROPRIATE
INVENTORY RECORDS

ATTACHMENT B

**THERE WAS NO ICU PROPERTY TO
INSPECT**

ATTACHMENT C

**CALIFORNIA HIGHWAY PATROL
2010 TELECOMMUNICATION PROPERTY INSPECTION REPORT
TELECOMMUNICATIONS SECTION (047)
OCIO VISTA GRANDE REMOTE SITE (61811)**

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	F1576	Vault		PT A 15	X					
2	F2019	Propane Tank		143315	X					
3	F2141	Transfer Switch		K890276999	X					
4	F2283	Generator		K930525892	X					
5	F2411	Air Conditioner		9511196442	X					
6	R52640	Base Station - rack type	LocdPer99	Prop.Insp.	201CSN0023	X				
7	R52652	Base Station - rack type	LocdPer99	Prop.Insp.	201CSN0024	X				
8	R72704	Miscellaneous	LocdPer99	Prop.Insp.	4092-052292	X				
9	R72705	Miscellaneous	LocdPer99	Prop.Insp.		X				
10	R72706	Miscellaneous	LocdPer99	Prop.Insp.		X				
11	R72707	Equalizer	LocdPer99	Prop.Insp.	192	X				
12	R72713	Cavity Resonator	LocdPer99	Prop.Insp.	D20572-1	X				
13	R72714	Cavity Resonator	LocdPer99	Prop.Insp.	D20572-2	X				
14	R72715	Cavity Resonator	LocdPer99	Prop.Insp.	D20572-1	X				
15	R72716	Cavity Resonator	LocdPer99	Prop.Insp.	D20572-2	X				
...										
EQUIPMENT TO INVENTORY LIST										
1										
...										
EQUIPMENT LOCATED ON-SITE (NOT LISTED ON COMMAND PROPERTY LIST)										
1										
...										

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION